

**GEORGIA COMPOSITE BOARD OF PROFESSIONAL COUNSELORS,
SOCIAL WORKERS AND MARRIAGE AND FAMILY THERAPISTS**
Meeting Minutes –May 20, 2015 –Conference Call

The Georgia Composite Board of Professional Counselors, Social Workers and Marriage and Family Therapists met Wednesday, May 20, 2015 via conference call with the following members present:

MEMBERS PRESENT:

Steve Livingston, MFT, Chair
Richard Long, MFT, Vice-Chair
Arthur Williams, LPC
Jack Perryman, LPC
Tommy Black, LPC
Ben Marion, CSW
Kathryn Klock-Powell, MFT

BOARD MEMBERS ABSENT:

Tonya Barbee, CSW
Robert King, CSW

ADMINISTRATIVE STAFF PRESENT:

*Brig Zimmerman, Executive Director, HC 1
(*Via Conference Call)
Angela Hope Harrison, Licensing Analyst, HC 1
Amanda Allen, Licensing Analyst, HC 1

ATTORNEY GENERAL'S OFFICE:

Tricia Downing, Esq., Senior A.A.G.

Steve Livingston, Chair, established a quorum of the Board was present and called the Board meeting to order at 8:06 a.m.

Agenda: Approved as presented

Ms. Klock-Powell motioned, Mr. Perryman seconded and the Board voted for the committees to enter into Executive Session in accordance with O.C.G.A. § 43-1-2(k) (1) (2), O.C.G.A. § 50-14-2(1), O.C.G.A. § 43-1-2-(k) (4), O.C.G.A. § 43-1-19 (h) (2) & (4) to receive and review information pertaining to applications, conduct applicant and investigative interviews, receive the Attorney General's, the Professional Practices (Cognizant) and Professional Standards Committee Reports.

At the conclusion of Executive Session on Wednesday, May 20, 2015, Mr. Livingston declared the meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq

Board Announcement:

Board would like to thank Mr. Ric Long, Vice-Chair, for all of his hard work and dedication to the Board.

Applications:

Ms. Klock-Powell motioned, Mr. Long seconded, and the Board voted to accept the following recommendations on the Marriage & Family Therapists applications reviewed during today's scheduled meeting. None opposed, motion carried.

Mr. Black motioned, Mr. Perryman seconded, and the Board voted to accept the recommendations on the Professional Counselor applications reviewed during today's scheduled meeting. None opposed, motion carried.

Mr. Perryman motioned, Mr. Black seconded, and the Board voted to accept the recommendations on the Social Workers applications reviewed during today's scheduled meeting. None opposed, motion carried.

CE Audit Review:

- B.M. – Letter of explanation accepted
- W.H. – Licensee must submit a follow-up report detailing the recovery program

Mr. Marion motioned, Mr. Black seconded, and the Board voted to accept the recommendation of the CE Audit reviews. None opposed, motion carried.

Application Ratify List (April 15, 2015-May 12, 2015):

Ms. Klock-Powell motioned, Mr. Long seconded and the Board voted to approve the application ratify list as presented.

APC004852	Bennett, Erith L
APC004853	Burholt, Gabrielle Marie
APC004854	Grace, Audra L
APC004855	Graham, Theresa Michelle
APC004856	Ivie, Riche Nicole
APC004857	JohnBaptiste, Diahann
APC004858	Jones, Anna Michelle
APC004859	Lindsey, Rebecca Thompson
APC004860	Pogue, Jared Andrew
APC004861	Prince, Tinika Shenique
APC004862	Belcher, Megan Denise
APC004863	Marley, Lindsey
APC004864	Benfield, Kristen Dukes
APC004865	Dawson, Martha Anne
APC004866	McIntyre, Autumn Skye
APC004867	Pierce, Kristole Nichole
APC004868	Herd, Latoyia Ann
APC004869	Corbin, Jessica Renee
APC004870	Abbott, Holly Renee
APC004871	Boucher, Cheryl Joyce
APC004872	Carter, Melody Tressia
APC004873	Dumas-Combs, Phyllis Renee
APC004874	Earley, Martha Lynne
APC004875	Evans, Jennie Eva
APC004876	Fender, Allison
APC004877	Herndon, Patsy Ann
APC004878	Holzman, Zachary Jason
APC004879	Massey, Stacy R
APC004880	Mendez, Jonathan Allen

APC004881	Mulcahy, Daniel John
APC004882	Murphy, Tammy Freeman
APC004883	Norman, Stacie Carisa
APC004884	Roach, Semika Lashunda
APC004885	Sikes, Molly Anne
APC004886	Stephens, Jeremy Troy
APC004887	Wilder, Tasha L
APC004888	Zellner, Tanya Watts
APC004889	Green, LaMonica D
CSW005471	Coopersmith, Gina Marie
CSW005472	Esterling, Jessi Lou
CSW005473	Ford, Laquanta L
CSW005474	Heymsfeld, Catherine Anne
CSW005475	Maze, Suze M
CSW005476	Munro, Kathy Louise
CSW005477	Newman Lively, Aurianna
CSW005478	Peterson, Sharon R
CSW005479	Torre, Jeanne Frances
CSW005480	Black, Elizabeth Boynton
CSW005481	Carpenter, Larissa Mara
CSW005482	Myers, Doretha J
CSW005483	Bleichner, Gail Simpson
CSW005484	Francois, Stephanie Erin
CSW005485	Adams, Brian Patrick
CSW005486	Kim, Hee Young
CSW005487	Larsen, Alyssa Rae
CSW005488	Mulligan, Joseph Emmett
CSW005489	Sutton, Cathy Sue
LPC008336	Ackerman, Jennifer Kristen
LPC008337	Bradley, Stephanie Ford
LPC008338	Bullock, Christina Maria
LPC008339	Dickerson, Asha S
LPC008340	Johnson, Anneke L
LPC008341	Laurenzano, Catalina
LPC008342	Miller, Alexandra
LPC008343	Morrow, Traci Scott
LPC008344	Rish, Salli Elisa
LPC008345	Sgambellone, Lindsay Marie
LPC008346	Snyder, Pamela Marie
LPC008347	Stewart, Delarious O
LPC008348	Shaw, Syreeta Anthea
LPC008349	Turner, Louise Marie
LPC008350	Vaughans, Doris C
LPC008351	Velez, Angela Beth
LPC008352	Adams, Laura Patrick
LPC008353	Butzen, Jennifer Almand
LPC008354	Almond, Candice Thomecia
LPC008355	Crespo, Peter

LPC008356	Davis, Mica Leigh
LPC008357	Giordan, Deborah B
LPC008358	Hansford, Kia Latrice
LPC008359	Hargrove, Karen Claudia
LPC008360	Hicks, Lacy Dorman
LPC008361	Holloway, Amanda Janaan
LPC008362	Jones, Robert Louis
LPC008363	Kihato, Susan Nyambura
LPC008364	Madison, Shonda LaFaye
LPC008365	Mayer, Stephanie Roselind
LPC008366	Mayfield, Anne Scarlett
LPC008367	McKeown, Lenora
LPC008368	Mele, Zondra Rashell
LPC008369	Miller, David John
LPC008370	Morris, Jessica Terry
LPC008371	Mosby, Carla Denee
LPC008372	Overzat, Tara Bernadette
LPC008373	Quinn, Joan Elizabeth
LPC008374	Salvatierra, Katie Marie
LPC008375	Santoro, Mary Beth
LPC008376	Scherer, Dennis Lee, JR
LPC008377	Sharp, Cathy Jones
LPC008378	Smith, Lisa King
LPC008379	Spencer, Bonnie Renee
LPC008380	Sperzel, Sonda Rhoda
LPC008381	Sweitzer, Brent Alan
LPC008382	Vorees, Megan Edge
LPC008383	Wallace, Alison Quinn
LPC008384	Wallace, Kimberly Anne
LPC008385	Williams, Allison Jenifer
LPC008386	Williams, Michelle S
LPC008387	Wilson, Rochelle
LPC008388	Wood, Nicole Walker
LPC008389	Ziem, Trisha Marie
LPC008390	Harris, Dadron Deon
LPC008391	Griffin, James Parker, Jr
LPC008392	Smith, Demeka Nachelle
LPC008393	Doherty, Erin Kathleen
LPC008394	McDonald, Christen Lyndsey
LPC008395	Cobb, Sarah Elizabeth
LPC008396	Gibson, Joel Herman, Jr
LPC008397	Gobler, Bina Dooley
LPC008398	King, Jennifer B
LPC008399	Mack, Tameka Yasche
LPC008400	Mercer, Alicia Monique
LPC008401	Turner, Tenika Lashay
LPC008402	Sims-King, Barbara Ann
MFT001398	Hood, Amanda Sassaman
MFT001399	McMullen, Bryan K.

MFT001400	Thomas, Ellen Shelton
MFT001401	Dennis, Joal B
MFT001402	McNulty, Laura May
MSW006872	Weintraub, Ana Beatriz
MSW006873	Way, Tiffany Latoya
MSW006874	Bryan Miles, Natalie Antoinette
MSW006875	Bryant, Veronica L
MSW006876	Cox, LeJasmine Latrice
MSW006877	Forbes, Laura Marie
MSW006878	Johnson, Joy Elizabeth
MSW006879	Klemmer, Tonya Diane
MSW006880	Lauderdale Dickerson, Tawanda Marshad
MSW006881	Reyes, Stephanie Marie
MSW006882	Asare, Gloria
MSW006883	Ball, Bionca Juannay
MSW006884	Guidi, Catherine Anna
MSW006885	Nolan, Caitlin Ryan
MSW006886	Parrott, Carey Kenneth
MSW006887	Windham, Giselle K
MSW006888	Cappa, Noelle Christina
MSW006889	Duke, Jessica McConnell
MSW006890	King, Tyneisha Donsha
MSW006891	Mordi, Kami Jo
MSW006892	Harvey, Chastidy
MSW006893	Howard, Shana Jonice
MSW006894	Price, Simone Alyse
MSW006895	Rymer, Sheena Gaddis

Minutes:

Mr. Black motioned, Ms. Klock-Powell seconded and the Board voted to approve the following meeting minutes. None opposed, motion carried.

- April 17, 2015

Mr. Black motioned, Mr. Long seconded and the Board voted to approve the following executive session meeting minutes. None opposed, motion carried.

- April 17, 2015

Correspondences:

- Dr. Jenn Matheson
 - The Board nor the administrative staff is authorized to interpret the law. The Board at this time has not established a rule on telemental health.
- Ms. Louise Finley, APC
 - The Board does not accept volunteer hours for directed work experience (Rule 135-5-.01 (a) 7.

- Ms. Jacqueline McFarland
 - As previously advised, the Board has not established/adopted their rule on telemental health. This is an on-going topic of discussion for the Board.
- Jessica Parker
 - As long as the employee is being paid and obtaining directed work experience, it is up to the employer whether to pay the employee using a 1099 or W-2. Both are acceptable as long as the employee is obtaining true directed work experience and supervision.

Mr. Black motioned, Mr. Long seconded, and the Board voted to authorize the administrative staff to respond to all correspondence as recommended above. None opposed, motion carried.

Open Records Requests:

- Theresa Bradley, LPC

Mr. Perryman motioned, Ms. Klock-Powell seconded and the Board voted to grant the Open Records request. None opposed, motion carried.

Petition for Variance/Waiver Requests:

- Baltz, Vicky –O.C.G.A. 43-10A-8
 - Approved; reference obtained from a Private Practice Associate accepted.

Mr. Marion motioned, Mr. Perryman seconded, and the Board voted to accept the recommendation for the Petition for Variance/Waiver Request as shown above. None opposed, motion carried.

Assistant Attorney General's Report:

Written status and activity report presented for Board review.

Mr. Perryman motioned, Mr. Black seconded, and the Board voted to accept the Assistant Attorney General's report as presented. None opposed, motion carried.

PPC-Investigative Interviews Conducted:

- A.W.
- L.W.

Mr. Long motioned, Ms. Klock-Powell seconded, and the Board voted to accept the recommendations of the Professional Practices Committee report as presented. None opposed, motion carried.

PSC Committees - Applicant Interviews:

- F.N.
- J.M.
- D.W.
- R.T.
- L.B.
- K.B. (request for 2nd interview denied)

Mr. Black motioned, Ms. Klock-Powell seconded, and the Board voted to accept the recommendations for all applicant interviews conducted as reported by the Professional Standards Committees. None opposed, motion carried.

Chair Report:

- No report presented

Executive Director's Report:

- No report

Associations Update:

No report presented

Rule Discussion:

Rule 135-11-.01 Telemental Health Rule

Purpose: The purpose of this rule is to define TeleMental Health and to establish minimum standards for the delivery of services by a licensed Professional Counselor, Social Worker, or Marriage and Family Therapist using technology-assisted media.

(a) Definitions:

1. Asynchronous store and forward - means the transmission of a client's information from an originating site to a licensee at a distant site without the presence of the client.
2. Distant site - means a site or location from which services are delivered by a licensee via a technology-assisted media.
3. Licensee - means a person licensed in the state of Georgia as a Professional Counselor, Social Worker or Marriage and Family Therapist, including Associate licensees.
4. Originating site - means a site where a client is located at the time TeleMental Health services are provided via technology-assisted media or where the asynchronous store and forward services originates.

5. Synchronous interaction - means a real-time interaction between a client and a licensee located at a distant site.

6. TeleMental Health - means the mode of delivering services via technology-assisted media, such as but not limited to, a telephone, video, internet, a smartphone, tablet, PC desktop system or other electronic means using appropriate encryption technology for electronic health information. TeleMental Health facilitates client self-management and support for clients and includes synchronous interactions and asynchronous store and forward transfers.

7. TeleMental Health Supervision - means the delivery of supervision via technology-assisted media by a supervisor at one site while the supervisee is located at a distant site. Telemental health supervision may include, without being limited to, the review of case presentation, audio tapes, video tapes, and observation in order to promote the development of the practitioner's clinical skills.

(b) Provisions

1. Training for Licensee:

(i) Prior to the delivery of clinical TeleMental Health, the licensee shall have obtained a minimum of 6 continuing education hours. Guidelines for continuing education hours may include, but are not all inclusive, the following:

(I) Internet use dependency and psychological problems – an overview of how Internet users become dependent upon the Internet to such an extent that their Internet use is causing serious problems in their lives.

(II) Research in Telemental Health - review of evidence base for mental health practice conducted using telemental health.

(III) Intake and Assessment- initial intake and assessment necessary to determine a client's suitability for telemental health, including informed consent.

(IV) Delivery Methods - recognize appropriate use of telecounseling, asynchronous email/message posting, synchronous digital chat, video-assisted therapy and other electronically supported modes of delivery.

(V) Theory Integration - understand how to adapt counseling/therapy theory and effective in-person techniques to telemental health.

(VI) Termination - recognize similarities and differences between in-person and telemental health closure while providing technology-assisted strategies for reestablishing contact if and/or when necessary.

(VII) Risk Management - understanding privacy and security standards of applicable laws such as Health Insurance Portability and Accountability Act ensuring high quality practices and procedures that are legally sound and ethically protect clients and safeguard against litigation, including protection of electronic information.

(VIII) Business of Telemental Health - review of ethically sound ways to advertise and incorporate telemental health into an existing suite of therapeutic/clinical services.

(IX) Supervising Telemental Health Therapy - understand the key components necessary to supervise effective, and efficient delivery of telemental health therapy.

2. Supervision:

(i) Training of the TeleMental Health Supervisor: Prior to the delivery of supervision via

telemental health, the supervisor shall have obtained a minimum of 6 hours. Guidelines for continuing education hours may include, but are not all inclusive, the following:

(I) Internet use dependency and psychological problems – an overview of how Internet users become dependent upon the Internet to such an extent that their Internet use is causing serious problems in their lives.

(II) Research in Telemental Health - review of evidence base for mental health practice conducted using telemental health.

(III) Intake and Assessment- initial intake and assessment necessary to determine a client's suitability for telemental health, including informed consent.

(IV) Delivery Methods - recognize appropriate use of telecounseling, asynchronous email/message posting, synchronous digital chat, video-assisted therapy and other electronically supported modes of delivery.

(V) Theory Integration - understand how to adapt counseling/therapy theory and effective in-person techniques to telemental health.

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(VII) Risk Management - understanding privacy and security standards of applicable laws such as Health Insurance Portability and Accountability Act ensuring high quality practices and procedures that are legally sound and ethically protect clients and safeguard against litigation, including protection of electronic information.

(VIII) Business of Telemental Health - review of ethically sound ways to advertise and incorporate telemental health into an existing suite of therapeutic/clinical services.

(IX) Supervising Telemental Health Therapy - understand the key components necessary to supervise effective, and efficient delivery of telemental health therapy.

(ii) Board rules 135-5 define the acceptable criteria of a Board recognized "Supervisor" for the Counselor, Social Work and Marriage and Family Therapy professions.

(iii) Informed Consent: Prior to the delivery of supervision via TeleMental Health, the supervisor at the distant site shall inform the supervisee that TeleMental Health will be used and obtain verbal and written consent from the supervisee for this use.

3. Informed Consent - Prior to the delivery of TeleMental Health services by a licensee via technology-assisted media, the licensee at the distant site shall inform the client that TeleMental Health services via technology-assisted media will be used, and the licensee shall obtain verbal and written consent from the client for this use. The verbal and written consent shall be documented in the client's record. Consent must include disclosure of the use of any third party vendor such as a record keeping, billing service or legal counsel.

4. Client Assessment - Careful assessment using assessment instruments referenced in Rule 135.-7-.05 as appropriate is required in order to determine whether an individual may be properly assessed and/or treated via TeleMental Health services through technology-assisted media. Clients who cannot be treated properly via TeleMental Health services should be treated in person, or else they should not be accepted as clients or, if already accepted, properly terminated with appropriate referrals.

5. Code of Ethics -The failure of a licensee to comply with these requirements shall constitute unprofessional conduct under the Code of Ethics as described in Board rule 135-7. A licensee delivering health care services via TeleMental Health shall comply with all Code of Ethics requirements as described in Board rule 135-7.

6. Scope of Practice - This rule shall not be construed to alter the scope of practice of any licensee or authorize the delivery of services in a setting, or in a manner, not otherwise authorized by law.

7. Out-of-State Clients - Licensees who want to offer TeleMental Health services outside the state are advised to check with the state board in which the client resides for information about telemental health regulations outside of Georgia.

Authority: O.C.G.A. §§ 43-1-19, 43-1-24, 43-1-25, 43-10A-2, 43-10A-5, 43-10A-16 and 43-10A-17

Mr. Long motioned, Mr. Perryman seconded, and the Board voted to post Rule 135-11-.01 TeleMental Health for the 30-day minimum requirement upon the receipt of the memo of authority from Ms. Tricia Downing, AAG.

Board Elections:

Mr. Perry motioned, Mr. Marion seconded, and the Board voted to elect Ms. Kathryn Klock-Powell as Vice-Chair. None opposed, motion carried.

With no additional Board business requiring discussion, Ms. Klock-Powell motioned, Mr. Perryman seconded, and the Board voted to adjourn today's meeting at 8:52 p.m.

Minutes recorded by:	Amanda Allen, Licensure Analyst, HC1
Minutes reviewed and edited by:	Amanda Allen, Licensure Analyst, HC1
	Brig Zimmerman, Executive Director, HC 1

STEVE LIVINGSTON
Chair

BRIG ZIMMERMAN
Executive Director HC1

These minutes were approved on: **June 12, 2015**